

Return to Licensure RENEWAL Application

Mail with a \$25 fee to:
Diane DeMan
Educator Quality and Licensing
250 East 500 South
P.O. Box 144200
Salt Lake City, UT 84114-4200
DUE to USOE June 1st

In accordance with Utah State Board of Education R277-502-6 a previously licensed educator with an expired license may renew an expired license upon satisfactory completion of a successful **background check**, passing of required Board approved **exam(s)**, employment by a district/charter school, **successful evaluations** by supervisor and completion of a **professional development plan**. Please complete all boxes on this form, attach the required fee and mail or deliver to the name and address listed in the upper right hand corner.

Applicant's Name:

District or Charter:

SS# or CACTUS ID#:

Principal:

Level of expired license:

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The signature below indicates that the following conditions in accordance with R277-502-6 have been met:

- _____ Successful formal evaluations
- _____ Progress towards professional development goals
- _____ Taken and passed Board approved exams where appropriate
- _____ Educator is returning to district/charter next year

Briefly describe below the evidence you have collected to ensure this applicant is eligible for renewal to original license level:

Applicant's Signature

Date

Principal/Director's Signature

HR Director's Signature

For USOE use only
Application Complete: ☐ YES ☐ NO